SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

Quarterly Projections for Service Delivery Targets and other Performance Indicators

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarterly Targets: Quarter Ending September – Projected	Quarter Ending September – Actual	Quarter Ending December – Projected	Quarter Ending December – Actual	Quarter Ending March – Projected	Quarter Ending March – Actual	Quarter Ending June – Projected	Quarter Ending June – Actual	Explanation of Variance
Department - Municipal Managers Office												
Vote: Executive and Council												
1. Mayoral Office												
Report on implementation of budget	Submit quarterly to Council	3				1		1		1		
Performance indicators in S D B I P	Made public in July 2011	1		1								
Performance agreements in S D B I P	Made public in July 2011	1		1								
Time schedule of key deadlines for budget and IDP process	Tabled in August 2011	1		1								
Mid year performance assessment report	Tabled in January 2012	1						1				
Adjustments budget	Tabled in January 2012	1						1				
Annual report	Tabled in January 2012	1						1				
Draft budget, revisions to IDP, resolutions and other related documents	Tabled in March 2012	1						1				
Issues raised in Auditors-General report	Addressed in March 2012	1						1				
Consultation on draft budget	No. of meetings in April 2012	3								3		
Responds to submissions of community	Amends budget in May 2012	1								1		
Service Delivery and Budget Implementation Plan	Approve in June 2012	1								1		
2. Municipal Manager												
Monthly expenditure statements to Mayor	No. of statements	12		3		3		3		3		
Performance Agreements Section 57 employees	Signed July 2011	1		1								
and performance assessment	Consolidate in July 2011	1		1								
Consolidated report of withdrawals	Table quarterly	4		1		1		1		1		
Report to Council on the expenditure incurred on staff salaries, wages, allowances and benefits	Submit quarterly to Council	4		1		1		1		1		
Time schedule of key deadlines for budget and IDP process	Made public in July 2011	1		1								
Annual financial statements to Auditor-General	Submit end of August 2011	1		1								
IDP consultation processes	Start in August 2011	3		2		1						
Internal Strategic Consultation processes	Begin in September 2011	6		3				3				
Engages with national and provincial sector depts on sector speific programmes for alignment with IDP	Begin in September 2011	4		4								
Impact of different service delivery levels on rates and tariffs	Inform community in Oct 2011	1				1						
National policies, budget plans and potential price increases of bulk resources	Review with dept heads in Oct 11	1				1						
Changes to the IDP for incorporation into IDP review	Review in November 2011	1				1						
Mid year performance assessment report to Mayor, N T and P T	Submit in January 2012	1						1				
Annual report	Made public in January 2012	1						1				
Annual report to AG, PT and D T & L G	Submit in January 2012	1						1				
National and Provincial allocations	Review in January 2012	1						1				

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				Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	
Municipal Manager (continues)												
Draft budget and plans for next 3 years to Mayor	Submit in February 2012	1						1				
Oversight report of annual report	Made public in March 2012	1						1				
Draft budget, plans and proposed revisions to IDP	Publish in March 2012	1						1				
Approved budget and budget related policies	Publish in June 2012	1								1		
Draft SDBIP and annual performance agreements to Mayor	Submit in June 2012	1								1		
Approved SDBIP to National Treasury	Submit in June 2012	1								1		

Quarterly Projections for Service Delivery Targets and other Performance Indicators

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarterly Targets: Quarter Ending September		Quarter Ending December		Quarter Ending March		Quarter Ending June		Explanation of Variances
				Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	
Department - Financial Services												
1. Vote: Finance & Administration												
1.1 Budget and Management Accounts												
Compilation of financial statements in terms of MFMA	Submitted to Auditor - General by 31 August 2011	1		1								
Time schedule of key deadlines for 2012/2013 budget	Submitted in August 2011	1		1								
Expenditure Statements	No. of Statements	12		3		3		3		3		
Consolidate and prepare proposed 2012/2013 budget	Started in December 2011	1				1						
6 monthly budget statements	Tabled in January 2012	1						1				
Adjustment budget for 2011/2012	Tabled in January 2012	1						1				
Budget related policies	Finalised in February	1						1				
Draft 2012/2013 budget	Tabled in March 2012	1						1				
Draft S D B I P for 2012/2013	Tabled in March 2012	1						1				
Primary banking account detail to Provincial Treasury and Auditor-General	Forwarded in March 2012	1						1				
Draft 2012/2013 budget to National Treasury (3 Copies)	Forwarded in April 2012	1								1		
Draft 2012/2013 budget to Provincial Treasury (1 Copy)	Completed and mailed in April 2012											
Appendix A completed and sent to PT and NT	Completed and mailed in April 2012											
	Final 2012/2013 budget	1								1		
Final 2012/2013 budget to National Treasury	Forwarded in June 2012	1								1		
S D B I P for 2012/2013	Approved in June 2012	1								1		
1.2 Revenue												
Monitor the implementation of credit control and indigent policies	Reporting monthly to MFC	12		3		3		3		3		
Monitor debt collection targets	Reporting monthly to MFC	12		3		3		3		3		
1.3 Expenditure												
DoRA reports on all grants received	Submitted Monthly	100%		100%		100%		100%		100%		
SCM reports in accordance with regulations, policy and procedures	Submitted Quarterly	4		1		1		1		1		
Payroll is completed timeously and accurately	Completed within 7 working days of the end of the month	100%		100%		100%		100%		100%		
Payment of creditors on time in terms of Section 65 of MFMA	No. of creditors paid on time	100%		100%		100%		100%		100%		

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Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarterly Targets: Quarter Ending September		Quarter Ending December		Quarter Ending March		Quarter Ending June		Explanation of Variance
				Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	
Department - Corporate & Community Services												
1. Vote: Finance & Administration	Council	4		1		1		1		1		
	Exco	11		3		3		3		2		
1.1 Administration												
Compilation Agenda & Minutes	No. of Agendas and Minutes	15		4		4		4		3		
Enquiries and complaints	No. of replies	all										
Skills Development Plan	Submit report by June 2012	1								1		
Draft 2012/2013 budget	Submit in November 2011	1										
2. Vote: Community and Social Services												
Sports / Activities	No. of events	2		1		1						
Cultural Development	No. of events	2		1		1				1		
Staff Wellness	No. of assistance rendered	1				1						
Youth Activities / Other programs	No. of programmes	4		1		1		1		1		
Community gardens (re-evalution)	No. of gardens	all										
Work creation	No. of temp jobs created	60		30		30						
2.1 Mthonjaneni Library		all										
3. Vote: Housing												
Housing Scheme -	Infrastructure completed											
Victoria Street Housing Project		40%		20%		20%						
Yanguye Rural Housing Project		50%		20%		30%						
4. Vote: Planning and Development												
Draft Integrated Development Plan	Approval by April 2012	1						1				
Final Integrated Development Plan	Approval by June 2012	1								1		
Land Use Management (Urban)	Completed by June 2012	1								1		

Quarterly Projections for Service Delivery Targets and other Performance Indicators

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarterly Targets: Quarter Ending September		Quarter Ending December		Quarter Ending March		Quarter Ending June		Explanation of Variance
				Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	
Department - Corporate & Community Services												
(Manager: Protection Services)												
1.Vote: Finance & Admin (Protection Services)												
Enquiries and complaints	No. of replies	all		100%		100%		100%		100%		
2.Vote: Public Safety												
2.1 Traffic												
Road Safety Projects	No. of projects	6		2		2		1		1		
Road Signs	No. of signs	all		100%		100%		100%		100%		
Road Markings	No. of kilometers	all		100%		100%		100%		100%		
2.2 Fire Fighting												
Rural Fire Prevention (assist Rural Metro)	No. of reactions to calls	all		100%		100%		100%		100%		
3.Vote: Road Transport												
3.1 Testing Grounds												
Examination of vehicles	No. of vehicles											
Motor Registrations & Licensing :	Units of one hundred	100%		25%		25%		25%		25%		
Driver's Licences: Bookings	No. of bookings	2800		700		700		700		700		
Passed	No. of passes	1120		280		280		280		280		AV 35% Pass Rate
Learner's Licences: Bookings	No. of bookings	5520		1380		1380		1380		1380		
Passed	No. of passes	2208		552		552		552		552		AV 40% Pass Rate

Quarterly Projections for Service Delivery Targets and other Performance Indicators

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarter Ending September Projected	Quarter Ending September Actual	Quarter Ending December Projected	Quarter Ending December Actual	Quarter Ending March Projected	Quarter Ending March Actual	Quarter Ending June Projected	Quarter Ending June Actual	Explanation of Variance
Department - Technical Services												
Vote: Finance & Administration												
Enquiries and complaints	No. of replies	60		20		20		20				
Vote: Planning & Development												
Building inspections conducted	No.of building inspections	15		5		5		3		2		
Property inspections conducted	No.of property inspections	60		20		10		10		20		
G I S information capturing	No. of captures	100		25		25		25		25		
Vote: Community & Social Services												
Cemetery	No. of graves dug	40		10		10		10		10		
Vote: Housing												
Upgrade staff accommodation	No. of square metres (m^2)											
Upgrade staff houses	No. of houses	0				0		0		0		
Vote: Refuse Removal												
Refuse trailers	No	144		40		40		40		24		
Vote: Road Transport												
Upgrading of road to landfill site	No. of meters	1000		200		500		300				
Access road resurfacing	No. of square metres (m^2)											
Sidewalks	No. of meters	2000		1000		1000						
Pothole Repairs	No. of meters	1000		250		250		250		250		
Catchpits and manhole covers	No. to be completed	15		10		5						
Upgrade rural roads	M(project progress in%)	100%		20%		25%		30%		25%		
Causeways	No. of causeways											
Melmoth: Upgrade gravel roads to surfaced roads	No. of kilometres (km)											
Phase 3 upgrading in Melmoth & Thabulethu	M(project progress in%)	100%		20%		25%		30%		25%		
Upgrading of municipal store	M(project progress in%)	100%		60%		40%						

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarter Ending September		Quarter Ending December		Quarter Ending March		Quarter Ending June		Explanation of Variance
				Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	
Department - Technical Services												
Vote: Other												
Sidewalk Grass Cutting	m	108056m%		27014m		27014m		27014m		27014m		
Workshop												
Service municipal vehicles	No. of vehicles	30		10		10		5		5		
Vote: Waste Management												
Building of Transfer Station	%	100%		25%		25%		50%				
Vote: Capital Projects												
Ward 1:	Project completion											
Ward 2:												
Thunzini field	Project completion	100%		25%		25%		50%				
Ward 3:												
Mehlamasha Hall	Project completion	100%		25%		25%		50%				
Ward 4:												
Nongalaza Creche	Project completion	100%		25%		25%		50%				
Ward 5:												
Gcongco Creche	Project completion	100%		25%		25%		50%				
Ward 6:												
Siyavuma Hall	Project completion	100%		25%		25%		50%				

ENGINEERING DEPARTMENT : ELECTRICAL
CAPITAL 2011 / 12

Quarterly Projections for Service Delivery Targets and other Performance Indicators (SDBIP)

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarter Ending September Projected	Quarter Ending September Actual	Quarter Ending December Projected	Quarter Ending December Actual	Quarter Ending March Projected	Quarter Ending March Actual	Quarter Ending June Projected	Quarter Ending June Actual	Explanation of Variance
Department - Electricity **Vote: Electricity** **(Electricity distribution)** **1.1 Capital Projects**												
ELECTRICITY												
1 X COMPLETE 3 WAY K3 - RING MAIN UNIT	R 160,000.00	1				1						
1 X COMPLETE 4 WAY K4 - RING MAIN UNIT	R 200,000.00	1				1						
TRANSFORMERS	R 200,000.00	1						1				
PROTECTION RELAYS FOR SUBSTATIONS	R 30,000.00	1		1								
UPGRADE STREETLIGHTS - MELM. TOWN	R 60,000.00	PROJECT		1		1		1		1		
UPGRADE STREETLIGHTS - THUBALETHU	R 50,000.00	PROJECT		1		1		1		1		
ELECTRIFICATION Mfanefile & Yanguye	R 10,000,000.00	PROJECT		1		1		1		1		
Festive Season lights and tools	R 50,000.00											
LV & MV UPGRADING	R 600,000.00	PROJECT		1		1		1		1		
	R 11,350,000.00											

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarter Ending September Projected	Quarter Ending September Actual	Quarter Ending December Projected	Quarter Ending December Actual	Quarter Ending March Projected	Quarter Ending March Actual	Quarter Ending June Projected	Quarter Ending June Actual	Explanation of Variance
2.1 STREETLIGHTS												
Thubalethu(poles, cables & structures)	as per monthly project			x		x		x		x		
Melmoth (poles, cables & structures)	as per monthly project			x		x		x		x		
2.1 HV EQUIPMENT												
HV surge arrestor to install	As per required project			x		x		x		x		
HV cross arms & fuse links	As per required project			x		x		x		x		
Refurbish HV equipment & upgrading	As per required project			x		x		x		x		

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarter Ending September Projected	Quarter Ending September Actual	Quarter Ending December Projected	Quarter Ending December Actual	Quarter Ending March Projected	Quarter Ending March Actual	Quarter Ending June Projected	Quarter Ending June Actual	Explanation of Variance
Department - Electricity **Vote: Electricity** **(Electricity distribution)** **1.1 Capital Projects**												
ELECTRICITY												
1 X COMPLETE 3 WAY K3 - RING MAIN UNIT	R 160,000.00	1								R 160,000.00		
1 X COMPLETE 4 WAY K4 - RING MAIN UNIT	R 200,000.00	1		R 200,000.00								
TRANSFORMERS	R 200,000.00	PROJECT						R 200,000.00				
PROTECTION RELAYS FOR SUBSTATIONS	R 30,000.00	1								R 30,000.00		
UPGRADE STREETLIGHTS - MELM. TOWN	R 60,000.00	PROJECT		PROJECTS		PROJECTS		PROJECTS		PROJECTS		
UPGRADE STREETLIGHTS - THUBALETHU	R 50,000.00	PROJECT		PROJECTS		PROJECTS		PROJECTS		PROJECTS		
ELECTRIFICATION Mfanefile & Yanguye	R 10,000,000.00	PROJECT		PROJECTS		PROJECTS		PROJECTS		PROJECTS		
Festive Season lights and tools	R 50,000.00			1								
LV & MV UPGRADING	R 600,000.00	PROJECT		PROJECTS		PROJECTS		PROJECTS		PROJECTS		
TOTAL COST	R 11,360,000.00											

ENGINEERING DEPARTMENT : ELECTRICAL
CAPITAL 2011 / 12
CASH FLOW

(SDBIP)

Vote/Indicator	Unit of Measurement	Annual Target	Revised Target	Quarterly Targets: Quarter Ending September		Quarter Ending December		Quarter Ending March		Quarter Ending June		Page 09
				Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Explanation of Variance
Department - Electricity **Vote: Electricity** (Electricity distribution) **1.1 Capital Projects**												
ELECTRICITY												
1 X COMPLETE 3 WAY K3 - RING MAIN UNIT	R 160,000.00	1						R 160,000.00				
1 X COMPLETE 4 WAY K4 - RING MAIN UNIT	R 200,000.00	1						R 200,000.00				
TRANSFORMERS	R 200,000.00	1						R 200,000.00				
PROTECTION RELAYS FOR SUBSTATIONS	R 30,000.00	1								R 30,000.00		
UPGRADE STREETLIGHTS - MELM. TOWN	R 60,000.00	PROJECT		PROJECTS		PROJECTS		PROJECTS		PROJECTS		
UPGRADE STREETLIGHTS - THUBALETHU	R 50,000.00	PROJECT		PROJECTS		PROJECTS		PROJECTS		PROJECTS		
ELECTRIFICATION Mfanefile & Yenguye	R 10,000,000.00	PROJECT		PROJECTS		PROJECTS		PROJECTS		PROJECTS		
Festive Season lights and tools	R 50,000.00											
LV & MV UPGRADING	R 600,000.00	PROJECT		PROJECTS		PROJECTS		PROJECTS		PROJECTS		
TOTAL COST	R 11,380,000.00											

1 X COMPLETE K3 WAY RING MAIN UNIT
Put out tender - 24 - 28 weeks waiting time

1 X COMPLETE K4 WAY RING MAIN UNIT
Put out tender - 24 - 28 weeks waiting time

INDOOR TRANSFORMER
To put out tender - 6 mnths waiting period

OFFICE EQUIPMENT
Office equipment (chairs & table for supervisor office)

UPGRADE STREETLIGHTS - MELM. TOWN

UPGRADE STREETLIGHTS - THUBALETHU

LV & MV UPGRADING
MV 35 mm cables, refurbish transformers etc., upgrading streetlights, kiosks, new connections etc.
MV cable project - remove overhead bare 11kv line & replace with 35mm underground cable
Infrared scanning program